



APPENDIX A

STATES AND TERRITORIES ASSIGNED TO FEMA REGIONAL OFFICES

Region 1 (based in Boston, MA)
Includes Connecticut, Maine, Massachusetts, New Hampshire, Rhode Island, and Vermont

Region II (based in New York, NY)
Includes New Jersey, New York, Commonwealth of Puerto Rico, and U.S. Virgin Islands

Region III (based in Philadelphia, PA)
Includes Delaware, the District of Columbia, Maryland, Pennsylvania, Virginia, and West Virginia

Region IV (based in Atlanta, GA)
Includes Alabama, Florida, Georgia, Kentucky, Mississippi, North Carolina, South Carolina, and Tennessee

Region V (based in Chicago, IL)
Includes Illinois, Indiana, Michigan, Minnesota, Ohio, and Wisconsin

Region VI (based in Denton, TX)
Includes Arkansas, Louisiana, New Mexico, Oklahoma, and Texas

Region VII (based in Kansas City, MO)
Includes Iowa, Kansas, Missouri, and Nebraska

Region VIII (based in Denver, CO)
Includes Colorado, Montana, North Dakota, South Dakota, Utah, and Wyoming

Region IX (based in San Francisco, CA)
Includes Arizona, California, Hawaii, Nevada, American Samoa, Guam, Commonwealth of the Northern Mariana Islands, Commonwealth of Federated States of Micronesia, Republic of the Marshall Islands, and Palau

Region X (based in Bothell, WA)
Includes Alaska, Idaho, Oregon, and Washington

APPENDIX B

VOLUNTARY AGENCIES ACTIVE IN THE UNITED STATES

The following are agencies that often play such a major role in disasters that a brief description is in order.

The *American Radio Relay League, Inc.* (ARRL) is a national volunteer organization of licensed radio amateurs in the United States. ARRL-sponsored Amateur Radio Emergency Services (ARES) provide volunteer radio communications services to Federal, state, county, and local governments, as well as to voluntary relief organizations. Members volunteer not only their services but also their privately owned radio communications equipment.

The *American Red Cross* is required by Congressional charter to undertake disaster relief activities to ease the suffering caused by a disaster. Emergency assistance includes fixed/mobile feeding stations, shelter, cleaning supplies, comfort kits, first aid, blood and blood products, food, clothing, emergency transportation, rent, home repairs, household items, and medical supplies. Additional assistance for long-term recovery may be provided when other relief assistance and/or personal resources are not adequate to meet disaster-caused needs. The Red Cross provides referrals to government and other agencies providing disaster assistance.

The *Church of the Brethren* provides cleanup and debris removal from damaged or destroyed homes and personal property. Volunteers are trained through the Cooperative Disaster Child Care Program to establish child-care centers following major disasters. Child-care providers guide children through activities that help them to act out their fears, anger, and confusion following a disaster. This program is supported by many denominations.

Mennonite Disaster Services assists disaster victims by providing volunteer personnel to clean up and remove debris from damaged and destroyed homes and personal property and to repair or rebuild

homes. Special emphasis is placed on assisting those less able to help themselves, such as the elderly and handicapped.

The *Salvation Army* provides emergency assistance including mass and mobile feeding, temporary shelter, counseling, missing person services, medical assistance, and distribution of donated goods including food, clothing, and household items. It also provides referrals to government and private agencies for special services.

The *Seventh Day Adventist Community Services* receives, processes, and distributes clothing, bedding, and food products. In major disasters the organization brings in mobile distribution units filled with bedding and packaged clothing that is pre-sorted according to size, age, and gender. Adventist Community Services also provides emergency food and counseling and participates in the cooperative disaster child-care program.

The *Southern Baptist Disaster Relief* program provides mobile feeding units staffed by volunteers who can prepare and distribute thousands of meals a day. Active in providing disaster child-care, the organization has several mobile child-care units. Southern Baptists also assist with cleanup activities, temporary repairs, reconstruction, counseling, and bilingual services.

The organization that brings together national voluntary relief organizations is National Voluntary Organizations Active in Disaster (NVOAD). Its purpose is to foster more effective cooperation, coordination, and communication between voluntary agencies and local, state, and Federal governments. NVOAD itself does not provide disaster assistance; its member agencies each have their own disaster assistance program. Its membership consists of national representatives from more than 30 voluntary organizations. In addition to the national organization, many states have organized state Voluntary Organizations Active in Disaster (VOAD) that work closely with state and local governments.

In addition to the NVOAD member agencies, there are other voluntary organizations that may respond to emergencies in local

communities. The local emergency manager or the Red Cross can provide additional information.

For more information on a NVOAD member agency, contact your local unit or their national offices listed beginning on the next page, or see the NVOAD home page on the Internet:
www.vita.org/NVOAD.html

Adventist Community Services
12501 Old Columbia Pike, Silver Spring, MD 20904-1608

Amanda Marga Universal Relief Team (AMURT)
North American Headquarters, 7627 16th Street, NW, Washington, DC 20012

American Red Cross Disaster Services
8111 Gatehouse Road, Second Floor
Falls Church, VA 22042

The American Radio Relay League, Inc.
Administrative Headquarters, 225 Main Street, Newington, CT 06111

Catholic Charities, USA
1731 King Street, Suite 200, Alexandria, VA 22314

Christian Disaster Response, P.O. Box 3339
Winter Haven, FL 33885-3339

Christian Reformed World Relief Committee
Domestic Programs Director, 2850 Kalamazoo Avenue, SE, Grand Rapids, MI 49560-0600

Church of the Brethren
Director of the Refugee/Disaster Program, P.O. Box 188, New Windsor, MD 21776

Church World Service
National Disaster Response, 475 Riverside Drive, #606, New York, NY 10115

The Episcopal Church
The Presiding Bishop's Fund for World Relief, 815 Second Avenue, New York, NY 10017

Friends Disaster Services (Quakers)
241 Keenan Road, Peninsula, OH 44264

Inter-Lutheran Disaster Response
4865 Hamilton Boulevard, Wescosville, PA 18106

International Association of Jewish Vocational Services (IAJVS)
1845 Walnut Street, Suite 608, Philadelphia, PA 19103

International Relief Friendship Foundation
4 West 43rd Street, New York, NY 10036

Mennonite Disaster Service
Executive Coordinator, 21 South 12th Street, Akron, PA 17501

National Emergency Response Teams
221 Sheridan Blvd., Inwood, NY 10096

National Organization for Victim Assistance (NOVA)
1757 Park Road, NW, Washington, DC 20010

Nazarene Disaster Response
1027 Featherstone Circle, Ocala, FL 34761-3411

The Phoenix Society for Burn Survivors, Inc.
11 Rust Hill Road, Levittown, PA 19056

The Points of Light Foundation
1737 H Street, NW, Washington, DC 20006

Presbyterian Church (USA) World Services
100 Witherspoon Street, Louisville, KY 40202-1396

REACT International
242 Cleveland, Wichita, KS 67214

The Salvation Army
National Community Relations, 615 Slaters Lane, P.O. Box 269,
Alexandria, VA 22313

Second Harvest National Food Banks
116 South Michigan Avenue, Suite 4, Chicago, IL 60603

Society of St. Vincent de Paul

58 Progress Parkway, St. Louis, MO 63043-3706

Southern Baptist Convention
Home Mission Board, Brotherhood Commission, 1350 Spring St.,
NW, Atlanta, GA 30309

United Methodist Committee on Relief (UMCOR)
Room 1374, 475 Riverside Drive, New York, NY 10115

United States Service Command
P.O. Box 1084, North Chicago, IL 60064

Volunteers In Technical Assistance (VITA)
1600 Wilson Blvd., Suite 500, Arlington, VA 22209-1800

Volunteers of America
3813 N. Causeway Boulevard, Metairie, LA 70002

World Vision
U.S. Field Operations, P.O. Box 8716, Federal Way, WA 98063

GLOSSARY

Declaration	The President's decision that a major disaster qualifies for Federal assistance under the Stafford Act.
Disaster Field Office (DFO)	The office where Federal (and often State) disaster response and recovery efforts are coordinated; it is staffed by representatives of the responding agencies.
Disaster Recovery Center (DRC)	A temporary facility where, under one roof, local and state governments and voluntary agencies provide information about disaster assistance programs.
Emergency Operations Plan or Emergency Response Plan	A document that contains information on the actions that may be taken by a governmental jurisdiction to protect people and property before, during, and after a disaster.
Federal Coordinating Officer (FCO)	The person appointed by the FEMA Director (by delegation of authority from the President) to coordinate assistance in a Presidentially declared disaster.
Federal Emergency Management Agency (FEMA)	The Federal Emergency Management Agency manages the President's Disaster Relief Fund and coordinates the disaster assistance activities of all Federal agencies in the event of a Presidential disaster declaration.
Federal Response Plan	The Federal Response Plan is a portion of the Stafford Act, added in 1988, that provides the legislative mandate for the Federal role in the <i>response</i> phase of a disaster. It outlines the assistance that 27 Federal agencies and the American

Red Cross are prepared to provide and describes how their activities will be activated and coordinated.

FEMA-State Agreement

A formal legal document between FEMA and the affected state that describes the understandings, commitments, and binding conditions for assistance applicable as a result of a declaration by the President. It is signed by the FEMA Regional Director and the Governor.

Governor

As defined by the Stafford Act, the chief executive of any state.

Grant

Financial aid given by certain Federal, State, and private agencies to help meet disaster-related necessary expenses or needs when affected individuals cannot meet such expenses or needs through insurance or other means.

Helpline

Toll-free telephone services established by FEMA that provide help to an individual to determine the status of his or her application for assistance.

Individual Assistance

Supplementary Federal assistance available under the Stafford Act to individuals, families, and businesses; includes disaster housing assistance, unemployment assistance, grants, loans, legal services, crisis counseling, tax relief, and other services of relief programs.

Major Disaster

As defined in the Stafford Act, "Any natural catastrophe (including any hurricane, tornado, storm, high water, wind-driven water, tidal wave, earthquake, tsunami, volcanic eruption, landslide, mudslide, snowstorm, or drought), or, regardless of cause, any

fire, flood, or explosion in any part of the United States, which in the determination of the President causes damage of sufficient severity and magnitude to warrant major disaster assistance under this Act to supplement the efforts and available resources of states, local governments, and disaster relief organizations in alleviating the damage, loss, hardship, or suffering caused thereby."

National Teleregistration Center

A nationwide toll-free number, operational within 24 hours after the President has declared a major disaster, that applicants can use to apply for disaster assistance.

Preliminary Damage Damage Assessment (PDA)

The joint local, State, and Federal analysis of damage that has occurred during a disaster and which may result in a Presidential declaration of disaster. The PDA is documented through surveys, photographs, and other written information.

Preparedness

The actions taken and plans made before a disaster or emergency to help save lives and protect property.

Public Assistance (PA)

Supplementary Federal assistance provided under the Stafford Act to State and local governments or certain facilities of private, nonprofit organizations.

Stafford Act

The Robert T. Stafford Disaster Relief and Emergency Assistance Act, which provides the greatest single source of Federal disaster assistance.

**State Coordinating Officer
(SCO)**

The individual appointed by the Governor to act in cooperation with the Federal Coordinating Office (FCO) to administer disaster recovery efforts.

RESOURCES

FEDERAL EMERGENCY MANAGEMENT AGENCY

The following publications are available without charge from your local or state emergency management office or by writing to the Federal Emergency Management Agency, P.O. Box 70274, Washington, DC 20024. Please refer to title and number when ordering.

General Emergency Preparedness

Order #	FEMA #	Title
8-0908	H-34	Are You Ready? Your Guide to Disaster Preparedness
8-0963	L-154	Emergency Preparedness Checklist (available in Braille)
8-0628	FEMA-141	Disaster Planning Guide for Business and Industry
8-0946	FEMA-215	Emergency Planning Guide for Business and Industry
5-0103	FA-81	The CEO's Disaster Survival Kit
0-7045	FEMA-20	FEMA Publications Catalog

Winter Storms

Order #	FEMA #	Title
0-0172	L-96	Safety Tips for Winter Storms
5-0031	L-97	Winter Fire Safety Tips for the Home

Floods

Order #	FEMA #	Title
8-0373	FEMA-55	Coastal Construction Manual
3-0002	FIA-2	Answers to Questions About the National Flood Insurance Program
8-0383	DAP-16	When You Return to a Storm-Damaged Home
3-0156	K-76	Big Bird Get Ready for Floods Kit

Fire

Order #	FEMA #	Title
5-0172	L-192	Escape from Fire: Once You're Out, Stay Out
5-0104	L-163	Smoke Detectors: Don't Stay Home Without One
5-0039	L-126	Smoke Detectors and Fire Safety: A Guide for Older Americans
5-0131	L-170	Safe at Home: Fire Do's and Don'ts

Dam Safety

Order #	FEMA #	Title
8-0607	L-152	Dam Safety: Know the Potential Hazard
8-0386	FEMA-31	Safety of Nonfederal Dams: A Review of the Federal Role
8-0459	FEMA-64	Emergency Action Planning Guidelines for Dams
8-0462	FEMA-65	Federal Guidelines for Earthquake Analyses and Design of Dams
8-0419	FEMA-92	Training Courses Related to Dam Safety
8-0047	FEMA-93	Federal Guidelines for Dam Safety
8-0566	FEMA 101	State Non-Federal Dam Safety Programs—
8-0881	and/or 195	1985
8-0882	FEMA 194	National Dam Safety Program—A Progress Report
8-0583	FEMA-115	Workshop Proceedings: Current Developments in Dam Safety Management
8-0606	FEMA-123	Model State Dam Safety Program
8-0648	FEMA-145	Dam Safety: An Owner's Guidance Manual
6-0676	FEMA-148	Glossary of Terms for Dam Safety
8-0853	FEMA-188	1989 Report on Review of State Non-Federal Dam Safety Programs, Association of State Dam Safety Officials for FEMA
8-0709	CPG-1-39	Civil Preparedness Guide: National Dam Safety Program for State and Local Officials
8-0607	L0152	Dam Safety—Dam Safety—Know the Potential Hazards

Hurricanes

Order #	FEMA #	Title
0-0017	L-105	Hurricane--Safety Tips for Hurricanes
8-0647	K-68	Big Bird Get Ready for Hurricane Kit
8-0373	FEMA-55	Coastal Construction Manual
8-0900	--	Hurricane Wallet Card (English)
8-0901	--	Hurricane Wallet Card (Spanish)
8-0950	--	Video--Hurricane: It's Not Just Another Storm
8-0930	L-185	Hurricane Preparedness Program, A Cooperative Federal/State Effort
8-0849	FEMA-184	Coping with Children's Reactions to Hurricanes (English)
8-0850	FEMA-185	Coping with Children's Reactions to Hurricanes (Spanish)
8-0440	--	Hurricane Awareness—Action Guidelines for Senior Citizens

8-0441	--	Hurricane Awareness—Action Guidelines School Children
8-0864	L-107	Hurricane - Floods—Safety Tips for Coastal and Inland Flooding

Tornadoes

Order #	FEMA #	Title
0-0164	L-148	Tornado Safety Tips
8-0656	H-12-4.1	Home Shelter (Protection from Nuclear Fallout and Tornadoes)

Earthquakes

Order #	FEMA #	Title
8-0750	FEMA-48	Coping with Children's Reactions to Earthquakes and Other Disasters (English)
8-0576	FEMA-66	Coping with Children's Reactions to Earthquakes and Other Disasters (Spanish)
8-0487	FEMA-75	Preparedness for People with Disabilities (Earthquake Preparedness)
8-0488	FEMA-76	Preparedness in High-Rise Buildings (Earthquake Preparedness)
8-0821	L-111	Earthquakes
8-0520	L-143	Learning to Live in Earthquake Country— Preparedness in Apartments and Mobile Homes
8-0820	FEMA-46	Earthquake Safety Checklist
8-0751	K-65	Elmo Get Ready for Earthquake Kit

National Security Emergencies

Order #	FEMA #	Title
0-0131	H-20	Planning for Survival (nuclear attack preparedness self-help actions)
8-0078	H-12-A	Home Fallout Shelter/Modified Ceiling Shelter—Basement Location Plan A
8-0079	H-12-B	Home Fallout Shelter/Modified Ceiling Shelter—Basement Location Plan B
8-0080	H-12-C	Home Basement Fallout Shelter/Concrete Block Shelter—Basement Location Plan C
8-0082	H-12-E	Home Fallout Shelter/Tilt-up Storage Unit Shelter—Basement Location Plan E
8-0083	H-12-F	Home Fallout Shelter/Lean-to Shelter— Basement Location Plan F
8-0181	H-12-1	Belowground Home Fallout Shelter (for the yard, designed primarily for homes without basements)
8-0656	H-12-4.1	Home Shelter—Belowground Shelter

8-0182	H-12-2	Aboveground Home Fallout Shelter
8-0183	H-12-3	Blast Shelter
8-0655	H-12-4.0	Home Shelter--Belowground Shelter

PUBLICATIONS JOINTLY PRODUCED BY FEMA AND THE AMERICAN RED CROSS

Order #	FEMA #	Red Cross #	Title
8-0954	FEMA L-191	ARC 4466	Your Family Disaster Plan
8-0996	FEMA L-191S	ARC 4466S	Su Plan Para el Hogar en Caso de Desastres
8-0963	FEMA L-154	ARC 4471	Emergency Preparedness Checklist
8-0941	FEMA L-189	ARC 4463	Your Family Disaster Supplies Kit

PUBLICATIONS JOINTLY PRODUCED BY THE NATIONAL ENDOWMENT FOR FINANCIAL EDUCATION AND THE AMERICAN RED CROSS

Order #	FEMA #	Red Cross #	Title
--	--	ARC 5076	After Disaster Strikes...How to Recover Financially From a Natural Disaster
		ARC 5075	Before Disaster Strikes...How to Make Sure You're Financially Prepared to Deal with a Natural Disaster

AMERICAN RED CROSS

The following publications are available from the American Red Cross.
Check with your local chapter to obtain copies.

Publication Number	Title
ARC 4454	Are You Ready for a Hurricane?
ARC 4454S	①Esta Preparado Para Un Huracán?
ARC 4455	Are You Ready for an Earthquake?
ARC 4455S	①Esta Preparado Para Un Terremoto?
ARC 4456	Are You Ready for a Fire?
ARC 4456S	①Esta Preparado Para Un Incendio?
ARC 4457	Are You Ready for a Tornado?
ARC 4457S	①Esta Preparado Para Un Tornado?

ARC 4458	Are You Ready for a Flood or Flash Flood?
ARC 4458S	①Esta Preparado Para Un Inundacion o Para una Inundacion Subita?
ARC 4464	Are You Ready for a Winter Storm?
ARC 4464S	①Esta Preparado Para Una Tormenta de Invierno?
ARC 4467	Winter Storms--The Deceptive Killer
ARC 4450	We're There When You Need Us--American Red Cross Disaster Services
ARC 4459	The Decade for Natural Disaster Reduction
ARC 4465	Safe Living in Your Manufactured Home
ARC 1570	Your Community Could Have a Disaster

Your local American Red Cross chapter also may have developed publications specifically tailored to your area. Check with your local chapter for available publications.

